

BRIDGE TO THE FUTURE

RUSSELL LIBRARY

123 Broad Street, Middletown, CT 06457

Board of Trustees

Tuesday, September 15, 2015, 7:00 pm

Board Room, Administration Building behind Library on Court Street

Agenda

- I. Call to Order
- II. Public Session/Comment
- III. Approval of Minutes
 - a. **ACTION ITEM:** Approval of Minutes BOT Meeting Dated June 16, 2015 (**Attached**)
 - b. **ACTION ITEM:** Approval of Minutes BOT Workshop Dated Aug. 10 2015 (**Attached**)
- IV. EXECUTIVE SESSION-PERSONNEL/ DIRECTOR SEARCH
- V. Other Communications & Committee Reports
 - a. **INFORMATIONAL ITEMS:** Director & Asst. Dir. Report Summaries (**Attached**)
 - i. **Revised Budget**
 - ii. **Programmatic Update**
 - iii. **Other Relevant Policy, HR or Labor Matters**
 - b. **INFORMATIONAL ITEMS:** Finance & Audit Committee Report(s)
INFORMATIONAL ITEMS: Policy Committee Report
 - c. **INFORMATIONAL ITEMS:** Facilities & House Committee Report(s)
 - d. **INFORMATIONAL ITEMS:** Personnel Committee Report-(**Samples Letters Attached**)
- VI. Old Business
 - a. **ACTION ITEM:** Essex Financial Services Corporate Resolution (**Attached**)
 - b. **ACTION ITEM:** Conflict of Interest Forms (**Attached—Please Pre-Fill**)
- VII. New Business
 - a. **ACTION ITEM:** Approve Leith Johnson, Wesleyan University Archivist as Community Member on 9 Person Search Committee
 - i. **MOTION: Approve Leith Johnson of Wesleyan University as a Community Member on the Russell Library Director Search and Interview Committee**
 - b. **ACTION ITEM:** Discuss and Adopt Strategy on Salary Consideration for New Director
 - i. **MOTION: Approve a request to the City of Middletown through the appropriate Council Committees and Council meetings an appropriation related to director compensation**
 - c. **ACTION ITEM:** Discuss and Adopt Timeline and Dates for Search Process
 - i. **MOTION: Approve the published Timeline and Interview Dates for the Director Search (Attached)**
 - d. **ACTION ITEM:** Adopt Matrix for Search Interviews

- i. **MOTION: Approve the usage of the presented scoring matrix for Director Interviews**
- e. **ACTION ITEM:** Finance & Audit Committee Monthly Approvals
- f. **ACTION ITEM:** Discuss Request for Local Capital Improvement Program Funds
 - i. **MOTION: Approve LoCIP grant request.**

VIII. Adjournment

Respectfully submitted,
Geen Thazhampallath, President

Notable Upcoming Calendar Items/Meetings

- Next Board Meeting: Tuesday, October 20, 7:00 pm, Board Meeting
- Search Committee Meetings Oct 6, Oct 26, 27, 28—Executive Session(s)
- Board Interviews of 3 Finalists Nov 16, 17, 18---Executive Sessions(s)
- **CANCELLED:** November 17 Board Meeting
- Arthur Meyers Career Celebration November 19 6PM @ Elks Lodge Middletown